



Natural Resources Conservation Service
75 High Street, Room 301
Morgantown, WV 26505
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July 22, 2008

WEST VIRGINIA BULLETIN NO: WV330-8-6

SUBJECT: MGT – Performance Results System (PRS) annual updates

Purpose: To inform employees of the entry of Cultural Resources Data into PRS with FY 2008 information.

Expiration Date: September 30, 2008

Action Required By: August 15, 2008

The following guidance is provided to assist you with the PRS data entry for Cultural Resources:

1. Log into PRS.
2. Select *Data Entry* from top toolbar.
3. Select *Cultural Resources* from side panel.
4. Under *Service Details* section:
 - a. Enter date of service
 - b. Tribe-there will be no tribe, unless the Cultural Resource Specialist notifies your office.
 - c. Treatment type will be “NO Treatment Type,” unless the Cultural Resource Specialist has conducted a site visit, at which point he will discuss the issue with the Service Center.
 - d. National Program-select the program.
 - e. Agency Affiliation-NRCS is automatically selected.
 - f. County-County where the practice will be installed.
5. Under Cultural Resources Section:
 - a. Undertakings Reviewed
 - 1) Enter the number of ALL practices in each plan.
 - 2) Enter the acreage for each practice, with the minimum being one. For example, if you have three pipelines, four springs, and six ponds, the number of acres would be a minimum of thirteen, and greater than thirteen if any of the practices are more than one acre.



b. Undertakings Reviewed that have the Potential to Effect Cultural Resources

- 1) This is the number of practices ranked PG or G. For example, if there are 30, and 17 are PG or G, then undertakings reviewed that have the potential to effect are seventeen.
- 2) Acreage is calculated in the same manner as explained above.

c. Field Investigations Conducted

- 1) This will be Zero, unless the Cultural Resource Specialist conducts a site visit, and he will contact each office before planning a visit. Field Investigation is conducted by the Cultural Resources Specialist.
- 2) This will be zero, unless the Cultural Resource Specialist conducts a site visit.

d. Sites Identified

- 1) Cultural Resource Specialist will check the box at the bottom of the WV-180-4 Cultural Resources Review Form if a site is present or is not present. He will list multiple sites.
- 2) Cultural Resource Specialist will list the acreage of each site.

e. Sites Treated

- 1) This will be zero unless treatment type is noted above in part 4.c.
- 2) Acreage will be noted as well.

Please continue to submit all [WV-180-4 Cultural Resources Request](#) forms to Ron Wigal, Cultural Resource Coordinator.

To receive the current practice list go to http://efotg.nrcs.usda.gov/efotg_locator.aspx?map=WV, Section II, Part B, Part I.

If you have any questions, please contact Louis Aspey, ASTC-Operations, at (304) 284-7544 or Dan Lynch, Acting Toolkit Coordinator, at (304) 530-2825.

/s/ Louis Aspey, Acting for

KEVIN WICKEY
State Conservationist

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